

# **TOWN MEETING**

Wednesday, January 15, 2020  
8:00 pm  
Municipal Building

## **Agenda**

- I. Call to Order
- II. Roll Call
- III. Moment of Silence
- IV. Pledge of Allegiance to the Flag of the United States of America
- V. Approval of Agenda
- VI. Approval of Consent Agenda
- VII. Public Period (limit 2 minutes)
- VIII. Legislation
- IX. New Business
- X. Adjournment

**Town of Forest Heights  
Council Work Session - 7:30 PM  
Monday, January 6, 2020  
Municipal Building  
Meeting Minutes**

**Call to Order:** 7:33 PM

**Roll Call:** CM Barnes, CM Washington, CM Kennedy II, CW Noble, CW Hines, Mayor Muhammad present; quorum established.

**Pledge of Allegiance:**

**Moment of Silence:**

**Approval of Agenda:** Motion by CW Hines to approve the agenda; seconded by CM Kennedy II; all in favor. Motion by CM Washington to approve the concept agenda; seconded by CW Hines.

**Public Period:**

Ms. Cynthia Mann asked what in the Town Charter prompted her removal from the Town Council and why she had not gotten a hearing. Attorney Kevin Best replied that the removal was done under Article 35 under the Declaration of Rights of the Constitution of Maryland, and that hearings were not required under cases of holding dual offices of trust. Under Maryland law, the first office is relinquished upon accepting of a second position.

Mrs. Lynn Smith-Barnes asked if there was a grant that paid any employee or council salary.

**Staff Reports**

**Treasurer's Report:** Status report of the Town's finances for the month of December 2019 were distributed to the Town Council and can be picked up at the clerk office.

**Public Works Report:** CM Kennedy II asked if all Public Works employees had been present for the demonstration for the installation of tree boxes; Mr. Vaughn stated everyone but him had been present.

- CW Noble asked if the contract with Fort Meyer Construction was a done deal for the North Huron Drive; Mr. Vaughn stated yes and that the public hearing would be held on Tuesday, January 7, 2020.
- Status report from Public Works Department were distributed to the Town Council and can be picked up at the clerk office.

**Circuit Rider:** CM Kennedy II asked about the status of the light grant. Mr. Stanley Mosley stated that Pepco would be visiting and preparing statements on the efficacy of the project.

- Status report from Circuit Rider were distributed to the Town Council and can be picked up at the clerk office.

**Chief of Police:** Status report from Police Department were distributed to the Town Council and can be picked up at the clerk office.

**Code Enforcement:** Status report from Code Enforcement Department were distributed to the Town Council and can be picked up at the clerk office.

**Ombudsman's Report:** Status report from Ombudsman's were distributed to the Town Council and can be picked up at the clerk office.

**Town Administrator's Report:** CW Noble asked about the timeframe for building security. Mr. Robinson answered that the new security measures are scheduled be installed January 16, and that the Town would ask for approval to finish the floor first.

- Status report from Town Administrator were distributed to the Town Council and can be picked up at the clerk office.

**Ward Reports**

**Ward I:**

**Ward II:** CM Kennedy II thanked those involved for all the December functions.

**Ward III:** CW Hines thanked the volunteers, staff and her family for all the help in putting on the Tree Lighting, Gala, and Children's Holiday Party.

**Mayor's Report:** Mayor Muhammad announced elections for Councilmembers for Wards I, II and III in March 2020. Nomination forms for the election are available in the Administrative Office. There will be a public hearing on North Huron Drive sidewalk construction on Tuesday, January 7, at 7:00 PM.

**Legislation**

**Resolution 68-19** A Resolution for the adoption of an amendment to the Town Employee Handbook regarding the take home vehicle program; and generally relating to the authorization for the use of vehicles; motion by CM Washington to waive the full reading seconded by CW Hines; all in favor; discussion.

**Resolution 01-20** A Resolution to appoint a successor to fill the vacancy of the office in Ward II; motion by CM Kennedy II to waive the full reading; seconded by CW Hines; motion passed; full reading; the council will appoint a Council seat if it is declared vacant or vacated less than 15 months before the next election; Mr. Clifton Atkinson is nominated to be appointed to fill the vacancy of the Council seat vacated by Cynthia Mann; motion by CM Kennedy

II to adopt Resolution 01-20; seconded by CW Hines; motion by CW Hines to amend Resolution 01-20 that Teresa Brownson also be considered; no second; amendment fails; discussion; vote (4) yes; (2); no; motion passed.

#### Swearing-in of Mr. Clifton Atkinson

**Resolution 03-20:** A Resolution to approve a contract for the purchase and replacing the floor in the hall lobby; motion by CM Washington to waive the full reading; seconded by CM Kennedy II; motion by CM Kennedy to adopt Resolution 03-20; seconded by CM Washington; discussion; the cost would be approximately \$2,300. Motion by CM Kennedy II to amend Resolution 03-20 to change the cost to be \$2,200 by foregoing additional customization costs; seconded by CM Washington; all in favor; motion passed; vote; (7) yes; (0) no; motion passed.

**Resolution 04-20:** A Resolution of the Town of Forest Heights approving an agreement with Comcast Business relating to internet for surveillance cameras; introduced by Council President Washington; motion by CM Kennedy II to waive the full reading; CM Washington seconded; all in favor; motion by CM Washington to adopt Resolution 04-20; seconded by CM Kennedy II; discussion; Chief Anthony Rease explained that this was to get the surveillance camera located on Comanche Drive to be operational, Comcast stated it was feasible for them to do so. Vote; (7) yes; (0) no; motion passed.

#### New Business

CW Noble proposed doing an event in honor of Sue McGinnis, the first female black mayor, as part of Black History Month in February.

Town Administrator Mr. Robinson reminded the council about the Petra development project and pre-annexation agreement. He wanted to see when a preliminary meeting might be able to be held, and whether the Council wished to have a third party for a potential Q&A session with Petra. Petra would need to have a letter of approval from the Town so that they could move forward with Prince George's County. CW Noble stated she would like to have a third party so that the Council could make informed decisions with the community's well being in mind. CM Washington proposed setting a meeting in February to start the process.

**Closed Session:** Motion by CM Washington to go into closed session; seconded by CM Kennedy II; all in favor; motion passed- 9:43 PM.

#### FORM OF STATEMENT FOR CLOSING A MEETING

Location:	<u>Town of Forest Heights, Maryland</u>	Date:	<u>January 6, 2020</u>	Time:	<u>9:40 p.m.</u>
Vote to Close Session:	YES	NO	ABSTAIN	ABSENT	
Mayor Habeeb-Ullah Muhammad	[X]	[ ]	[ ]	[ ]	
Councilman Calvin Washington	[X]	[ ]	[ ]	[ ]	
Councilman Robert Barnes	[X]	[ ]	[ ]	[ ]	
Councilman Clifton Atkinson	[X]	[ ]	[ ]	[ ]	
Councilman Jonathon Kennedy II	[X]	[ ]	[ ]	[ ]	
Councilwoman Paula Noble	[X]	[ ]	[ ]	[ ]	
Councilwoman Taunya Hines	[X]	[ ]	[ ]	[ ]	

#### STATUTORY AUTHORITY TO CLOSE SESSION

State Government Article Section 10-508(a):

1. [ ] To discuss:
  - (i) The appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation or performance evaluation of appointees, employees, or officials over whom the Town has jurisdiction; or
7. [ ] To consult with counsel to obtain legal advice on a legal matter.

Motion by CM Kennedy to exit closed session; seconded by CW Hines.

**Back in Session** at 10:30pm.

Persons attending closed session: CM Washington, CM Barnes, CM Atkinson, CM Kennedy II, CW Hines, CW Noble, Attorney Kevin Best, Town Administrator Linwood Robinson, Town Clerk Sherletta Hawkins, Chief Rease, Mayor Muhammad, Officer Mr. Best.

- Mayor Muhammad restated the reasons of the closed session to the public, including
- Citation #1 Hiring of 1 police officer.
- Citation # 7 606 Modoc.

**Resolution 02-20** A Resolution to approve the employment and appointment of Deon Best as a police officers; motion by CM Washington to waive the full reading; seconded by CM Kennedy II; all in favor; motion by CM Kennedy to adopt Resolution 02-20; seconded by CM Washington; closed session discussion; vote; (7) yes; (0) no; motion passed.

Meeting Adjourned 11:00 p.m.